



Vermont Center for Geographic Information, Inc.
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DATA REQUEST FORM

INSTRUCTIONS:

Please use this form to request data from VCGI. The *VGIS Data Catalog* describes available data layers and products, and includes these related documents:

- *Formats and Media for Distribution of VGIS Data*
- *Pricing Schedule* lists the costs of media, handling time and photocopying;
- *Notice Regarding Copyright and Warranty* has information on the use of VGIS data.

The requestor will be invoiced for the cost of data reproduction. An estimate of this cost can be made in Section III below. The requestor agrees to pay the actual cost of reproduction by completing this form.

Large data layers are often divided into separate geographic 'tiles', as described in the *VGIS Data Catalog*. Data users must request the individual tiles they need.

SECTION I - USER & DATA INFORMATION

Send data to (name, address, town, state, zip):

Name _____

Address _____

Phone _____ Fax _____

If not the same, send invoice for the cost of data reproduction to:

Phone _____ Fax _____

Data layer () ARCVIEW SHAPEFILE

format: () PERSONAL GEODATABASE () FILE GEODATABASE

(check one) () ARC EXPORT: ___ full (default) or ___ no compression, maxlines: _____ (default = none)

() WORKSTATION ARC/INFO COVERAGE

() DXF (attribute format: SPECIAL_PROCESSING DELIMITED FIXED DBF NO_ATTRIBUTES)

() ARC UNGENERATE (attribute format: DELIMITED FIXED DBF NO_ATTRIBUTES)

() Datum: ___NAD27 (Special Processing required) or ___NAD83 (default)

Media () 650MB CD-ROM

format: () 4.7GB DVD

(check one) () 2 GB External "Thumb" Drive (USB 2.0, Type A Connection)

() 32 GB External "Thumb" Drive (USB 2.0, Type A Connection)

() 320 GB External Hard Drive (USB 2.0, Type A Connection)

() 1 TB External Hard Drive (USB 2.0, Type A Connection)

() FTP - your Email address (so we can notify you): _____

SECTION II - DATA REQUESTED (use additional sheets as needed)**Layer Name****Tile Numbers**
(for tiled data)

SECTION III - COST

The cost of data reproduction varies greatly with combinations of media and data formats. The cost can be roughly estimated below based on the number of layers requested. *The requestor*

will only be invoiced for the actual cost of data reproduction, and will be notified if their estimate is too low.

I agree to pay VCGI the actual cost of distributing the requested data. I understand that VCGI will contact me in advance to provide an estimate to fulfill the data request.

Signature: _____**Date:** _____